



## TEXAS STATE BOARD OF PHARMACY

333 Guadalupe Street, Ste. 3-600 ★ Austin, Texas 78701  
512-305-8000 ★ www.pharmacy.texas.gov

### CHANGE OF OFFICER FORM FOR EXISTING PHARMACY LICENSE

Submit a separate form for each managing officer being added or removed.

Managing officer is defined as one of the top four executive officers, including the corporate officer in charge of pharmacy operations, designated by the partnership/corporation to be jointly responsible for the legal operation of the pharmacy.

(Note: Disclosure of Social Security Numbers (SSN) is mandatory under Tex. Fam. Code. Ann. ' 231.302 (Vernon 1999). The SSN is provided to identify persons relative to enforcement of child support payments.)

NAME OF LICENSED PHARMACY		PHARMACY LICENSE NUMBER
PHYSICAL (INSPECTABLE) ADDRESS OF PHARMACY		
CITY	STATE	ZIP
EFFECTIVE DATE OF CHANGE		
FULL NAME (Managing Officer to be Removed)	TITLE (Pres, Vice Pres, Treas, etc)	TX License/Registration # (if applicable- MD, RN, LVN)
The Rest of This Form is Not Required IF Not Adding or Replacing An Officer		
FULL NAME (New Managing Officer)	TITLE(Pres, Vice Pres, Treas, etc)	TX License/Registration # (if applicable- MD, RN, LVN)
DATE OF BIRTH	SOCIAL SECURITY #	
<b>Home Address (confidential address of record).</b> You must provide a home address (confidential) and an address which may be provided to the public. You may enter the same address in both address types.		
HOME ADDRESS		HOME PHONE NUMBER
		(   )
CITY	STATE	ZIP
<input type="checkbox"/> <input checked="" type="checkbox"/> check this box if your public address is the same as your home address Public Address (alternate address which may be provided to the public)		
PUBLIC ADDRESS		ALTERNATE PHONE NUMBER
		(   )
CITY	STATE	ZIP
<b>List Additional Pharmacies Affected By This Change Request Below:</b>		
NAME OF PHARMACY	TEXAS PHARMACY LICENSE #	

**EACH OF THE FOLLOWING QUESTIONS MUST BE ANSWERED BY THE OFFICER BEING ADDED**

<b>1</b> Have you been the subject of <u>any</u> professional disciplinary action or are any such actions pending against you by a regulatory authority? (Examples: denial, surrender, revocation, reinstatement, suspension, fine, reprimand, probation, restriction). Include such information for <u>all</u> states, including Texas, and for all regulated professions.	<input type="checkbox"/> YES*	<input type="checkbox"/> NO
**If you answered "yes" to Question #1, include the name of the Board, licensing or disciplinary authority and the date of the Order, and if applicable, the date of the termination of the condition and/or probation.		
<b>2</b> For any criminal offense, including those pending appeal, have you ever: A. been arrested? B. been charged with a crime but not arrested? C. pled nolo contendere? D. pled guilty? E. received deferred adjudication for a misdemeanor? F. received deferred adjudication for a felony? G. been convicted of a misdemeanor? H. been convicted of a felony?	<input type="checkbox"/> YES* <input type="checkbox"/> YES* <input type="checkbox"/> YES* <input type="checkbox"/> YES* <input type="checkbox"/> YES* <input type="checkbox"/> YES* <input type="checkbox"/> YES* <input type="checkbox"/> YES*	<input type="checkbox"/> NO <input type="checkbox"/> NO <input type="checkbox"/> NO <input type="checkbox"/> NO <input type="checkbox"/> NO <input type="checkbox"/> NO <input type="checkbox"/> NO <input type="checkbox"/> NO
*In answering Questions #2A – H, include all offenses, even those for which you were subject to deferred adjudication. (Examples: assault, theft, theft by check, driving while license suspended, possession of controlled substances, public intoxication, DWI, driving under the influence of drugs.)		
<b>3</b> Have you been subject to a court ordered probation or confinement as related to any offense?	<input type="checkbox"/> YES*	<input type="checkbox"/> NO
<b>4</b> Have you served time in prison for any offense?	<input type="checkbox"/> YES*	<input type="checkbox"/> NO
<b>5</b> Have you been convicted of a drug or alcohol related offense, or been subject to a deferred adjudication for this offense? (Examples: possession of controlled substances, public intoxication, DWI, driving under the influence of drugs).	<input type="checkbox"/> YES*	<input type="checkbox"/> NO
*If you answered "yes" to Questions #3-5, include the name and location of the court, the offense charged, a brief explanation of the offense, the date of action, and, if applicable, the date that probation or confinement ended.		
<b>6</b> Are you a registered sex offender or have you ever been required to register as a sex offender in Texas or in any other state?	<input type="checkbox"/> YES*	<input type="checkbox"/> NO
<b>7</b> Have you ever been licensed, certified, or registered with another State Board of Pharmacy as a pharmacist, pharmacist intern, or pharmacy technician?	<input type="checkbox"/> YES*	<input type="checkbox"/> NO
*If you answered yes to Questions #7, please indicate the type of license, certification or registration that you received the dates of registration, and the registration number.		

ATTEST: I, \_\_\_\_\_ (Owner/Managing Officer), hereby attest that by submitting this form, I request to be listed as an Owner/Managing Officer of the above mentioned pharmacy license, and the foregoing statements, on this form or those on any attachment(s) to this form are to the best of my knowledge true and correct and that they are all given of my free will. I agree that any misstatement(s) or omission(s) as to material facts will constitute violation of and subject me to the penalties set forth in the Texas Pharmacy Act. I agree to comply with the Texas Pharmacy Act and Rules.

**THIS SIGNATURE MUST BE NOTARIZED:**

Signature of Owner / Managing Officer	Date	Subscribed and sworn to before me this _____ day of _____, 20____ _____ Notary Public
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**YOU MUST SUBMIT THE ORGINALLY SIGNED & NOTARIZED FORM – COPIES/FAXES ARE NOT ACCEPTED**